Volume: Administrative Operations

Citation: None Approval Date: 5/99 Nebraska Health & Human Services
NEBRASKA WIC PROGRAM

Procedure Title: Fiscal Intermediary

Contract

Purpose

Describe the method for procuring and maintaining fiscal intermediary (banking) services for the Nebraska WIC Program.

Banking Contractor

The Nebraska WIC program will contract with a single fiscal intermediary for the purpose of processing all food instruments for payment to the vendor.

- 1. The contractor is chosen through a competitive process administered by the State Agency.
- 2. The State will enter into a contract with the contractor for the following services:
 - a. Process WIC Food Instruments (FI's) for payment
 - b. Provide edits and review procedures to prevent improper payment of FI's
 - c. Accept and transmit daily electronic data on issued FI's, paid FI's, and returned FI's
 - d. Provide a complete audit trail of all transactions processed
 - e. Provide method of storage, retrieval, imaging, and destruction of all paid FI's
 - f. Submit to state all requested reports and copies of FI's
 - g. Provide monthly balance and billing statements